



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
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TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Site Plan Approval – Oral Surgeon, 163 Bellew

DATE: July 30, 2013

Request: Site Plan Approval for the construction of a 3,624 square foot oral surgeon's office, plus parking lot and landscaping, at 163 Bellew Ave South, parcel 9-11-117

Applicant: Christopher Todd, Aubertine & Currier

Proposed Use: Oral surgeon's office

Property Owner: Patrick J. Marzano

Submitted:

Property Survey: No topo	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: Yes, July 30th

Zoning Information:

District: Neighborhood Business	Maximum Lot Coverage: 40%
Setback Requirements: F: 20', S: 5', R: 25'	Buffer Zone Required: 5-15' to the east

Project Overview: The applicant proposes to construct an oral surgeon's office on a vacant lot on Bellew Ave South, across from the Social Security building. The office will be approximately 3,624 square feet, and will include six exam rooms. A parking lot and sidewalk are also provided.

Parking: The applicant is providing 21 spaces, which exceeds the zoning requirement of 19. A handicap space is located at the northeast corner of the lot.

Sidewalks: A walkway provides access from the Bellew Ave sidewalk to the front entrance.

Lighting: Two light poles are proposed, one on each side of the lot. No photometric plan was provided, but excessive spillage is unlikely in this location. If any lighting is proposed for the building's rear entrance, it must be depicted on the plan, and photometry must be provided.

Drainage & Grading: The drawing should be revised to remove the dashed line surrounding the perimeter of the topographic layer. Existing grades must be depicted on the survey.

The stormwater stub is believed to be 12" PVC. The applicant must provide a detail of the connection between the existing PVC and the proposed HDPE.

Landscaping: Nine spruce trees are proposed as a landscaped buffer between the office and the residential properties to the east. No other plantings are depicted. Three small trees will presumably be removed.

In order to comply with the Landscaping and Buffer Zone Guidelines, the applicant must install large maturing deciduous trees at 40' spacing along the street frontage, or smaller trees at tighter spacing. Landscaped beds should also be installed and maintained in between the trees. Trees should also be installed around the perimeter of the parking lot.

The Landscaping and Buffer Zone Guidelines call for a 6' opaque fence between Neighborhood Business and residential districts. The existing wire fence along the eastern property line should be removed and replaced with a wooden or vinyl stockade fence. A separate fence permit is required prior to installation.

The applicant must submit a revised landscaping plan to be approved by the City Engineer, and must install the proposed landscaping prior to the issuance of a Certificate of Occupancy.

Miscellaneous: The applicant must provide a wet-stamped copy of the boundary and topographic survey.

Any signage permit for the property will be handled by Code Enforcement as a separate matter.

The applicant must obtain the following permits prior to construction: Sanitary Sewer Permit, Water Supply Permit, General City Permit, and Building Permit.

Summary:

1. The applicant shall depict and provide photometric information for any lights installed on the rear (east) side of the building.
2. The applicant shall delete the dashed border from the topographic layer on the site plan.
3. The applicant shall provide a detail of the connection between the proposed HDPE storm sewer line and the existing PVC stub.
4. The applicant shall provide a landscaping plan in substantial compliance with the Landscaping and Buffer Zone Guidelines, and shall install the landscaping prior to issuance of a Certificate of Occupancy.
5. The applicant shall remove the existing wire fence along the eastern property line and install a new wooden or vinyl stockade fence.
6. The applicant shall provide a wet-stamped copy of the property survey. The survey must depict existing topography.

cc: City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Christopher Todd, 522 Bradley St
Gerald Schneeberger, 545 Merrick St, Clayton 13624